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STATE DOCUMENTS

ANNUAL REPORT
OF THE
STATE BOARD OF EXAMINERS



TO THE
GOVERNOR OF MONTANA
HONORABLE FORREST H. ANDERSON

FOR THE
FISCAL YEAR ENDED
JUNE 30, 1972



M. WM. MCENANEY, EXECUTIVE CLERK

STATE OF MONTANA

STATE BOARD OF EXAMINERS

HELENA, MONTANA

October 31, 1972

The Honorable Forrest H. Anderson
Governor of the State of Montana
State Capitol Building
Helena, Montana

Dear Governor Anderson:

In accordance with the requirement of Section 82-4002, R.C.M. 1947, there is herewith transmitted to you the report of the State Board of Examiners covering the fiscal year ended June 30, 1972.

During fiscal year 1971-1972, the Board of Examiners met 14 times and considered 224 items. In addition to the work connected with the Board and other work included in the Examination and Review Program, this office has two additional programs to administer. The first is the Extradition and Transportation of Prisoners Program concerning the approving and processing of claims for transportation or extradition of prisoners. The second program entitled Interim Projects, is the Repair and Maintenance of Roll Call Equipment in the Senate.

Respectfully submitted,

M. Wm. McEnaney,
Executive Clerk
State Board of Examiners

Principal Offices and Officers	1
Legal References	2
Principal Goals	3
Major Accomplishments	4
Program Descriptions	5,6,7
Program Cost Summary	8
Program Cost Detail	9

STATE BOARD OF EXAMINERS

OFFICER - TERM OF OFFICE

HOME ADDRESS

Governor Forrest H. Anderson, President
1-6-69 -- 1-1-73

2 Carson Street
Helena, Montana

Secretary of State Frank Murray, Member
1-6-69 -- 1-1-73

825 Hauser Blvd.
Helena, Montana

Attorney General Robert L. Woodahl, Member
1-6-69 -- 1-1-73

1402 Jerome Pl.
Helena, Montana

PRINCIPAL ADMINISTRATIVE OFFICER

M. Wm. McEnaney, Executive Clerk

PRINCIPAL OFFICE

State Capitol Building

Helena, Montana
59601

GENERALLY

The Board of Examiners was created by Article VII, Section 20, of the Constitution of Montana.

EXAMINATION AND REVIEW PROGRAM

The power to solicit, accept and reject bids, award contracts and approve change orders is found in Section 82-3317 of the Revised Codes of Montana 1947. The authority to issue bonds is in Sections 79-2201 through 79-2205 of the Revised Codes of Montana 1947.

EXTRADITION AND TRANSPORTATION OF PRISONERS

The authority for this program is delegated from specific appropriation in the 1971 Laws of Montana, Extraordinary House Bill No. 6.

INTERIM PROJECTS

The authority for this program is delegated from specific appropriations found in the 1971 Laws of Montana, Extraordinary House Bill No. 6.

NOTE: Other functions performed by the Board of Examiners are prescribed by specific legislative authority.

The Board of Examiners has the power to examine all claims against the State; to issue and sell bonds as authorized by the Legislative Assembly; to approve the solicitation, acceptance and rejection of all bids and awards of all contracts to the lowest qualified bidder for construction of state buildings costing more than ten thousand dollars (\$10,000); to approve and process travel expense claims for the extradition and transportation of prisoners; to approve and process the travel expense claims of district judges; to invest special funds as designated by the legislature and to perform other duties as prescribed by specific statute. Therefore, the primary goal of the Board of Examiners is to provide the administrative decision-making and support to allow agencies and departments of the Executive Branch to effectively carry out their functions and duties.

PRIORITY

DESCRIPTION

PROGRAM

- | <u>PRIORITY</u> | <u>DESCRIPTION</u> | <u>PROGRAM</u> |
|-----------------|--|---|
| 1. | Implemented the Executive Reorganization Statute by Reassignment of personnel and their duties to other divisions within the department for increased efficiency. | Examination and Review |
| 2. | Approved priorities for the Long Range Building Program in order to place this program on a cash basis following the Supreme Court's ruling on the unconstitutionality of bond issues. | Examination and Review |
| 3. | Defined further the statute regarding waivers of extradition and clarified expense payments to law officers transporting prisoners. | Extradition and Transportation of Prisoners |

EXAMINATION AND REVIEW

SERVICES PROVIDED. Processing of contract change orders and salary worksheet forms; set priorities for building programs; award of contracts and payment of travel bills.

OBJECTIVES. The level of accomplishment for this program has been met. The objectives of this department are to maintain the efficiency preformed in past years.

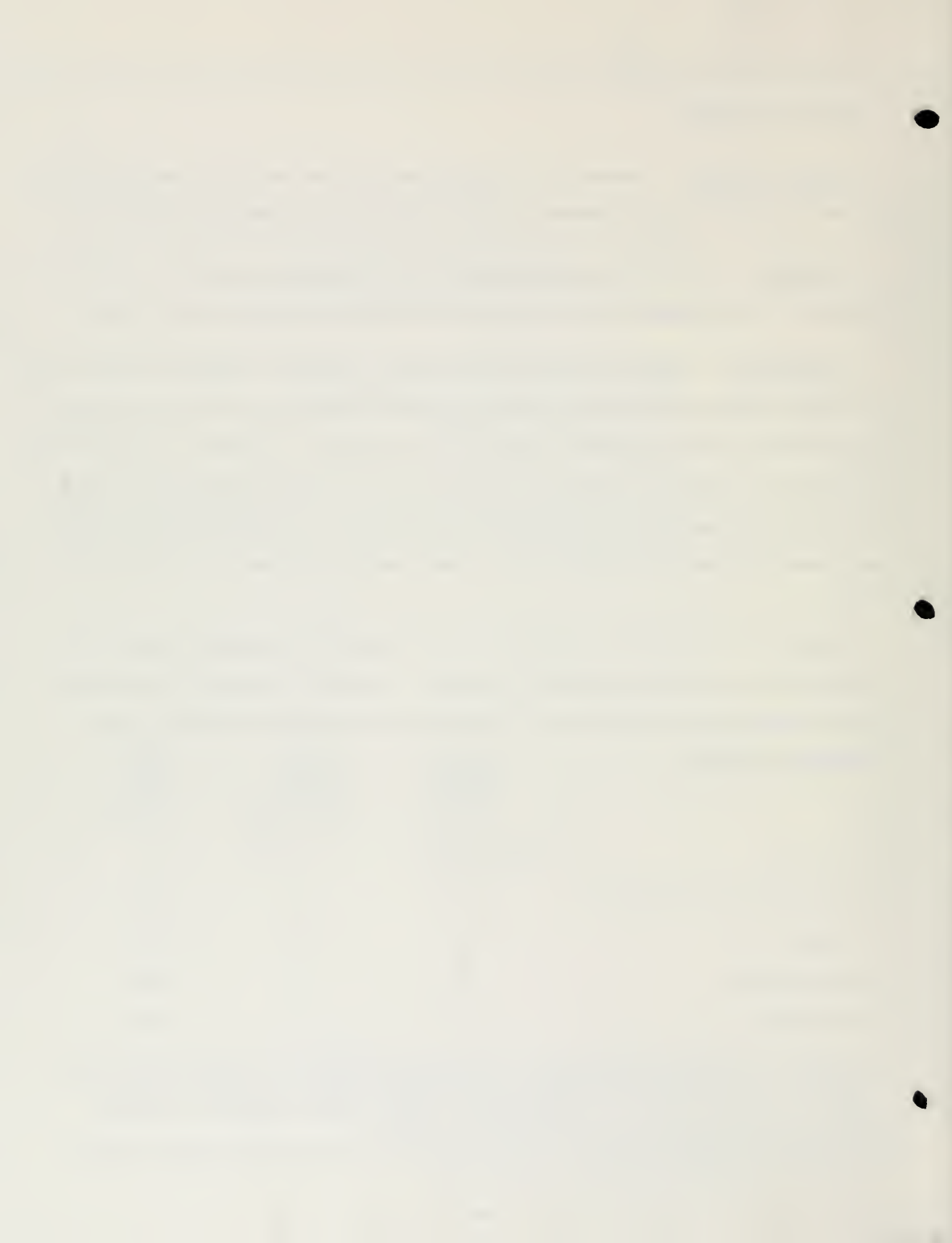
ACHIEVEMENTS. During the 1971-1972 fiscal year, the Board of Examiners met 14 times, 12 regular meetings and 2 special meetings, considered 224 items not including contract change orders and salary worksheet forms that were processed. Included in the 224 items considered by the Board was approval of priorities for the Long Range Building Program following the Supreme Court decision declaring the sale of Long Range Building Program Bonds unconstitutional and placing the Long Range Building Program on a pay-as-you-go basis.

Included in the 224 items considered, were 72 construction contracts amounting to \$8,605,693.67 and the Board rejected 9 contracts. The Board also issued 60 Architect/Engineer appointments, opened bids on 63 projects and considered 109 change orders.

<u>PERFORMANCE INDICATORS</u>	<u>1970-71</u>	<u>1971-72</u>	<u>1972-73</u>
	<u>Quantity</u>	<u>Quantity</u>	<u>Trend</u>
Cost	\$ 57,433.00	\$ 28,464.45*	Constant
Bonds Issued	\$12,730,000.00	00 **	Nil
Architect/Engineer Appointments	22	60	Varies
Bids opened	41	63	Varies
Contracts awarded	28	72	Varies
Board Meetings	17	14	Varies

* The reason for the estimated decrease in fiscal year 1971-72, is due to Executive Reorganization. Executive Reorganization transferred the Board of Examiners to the Department of Administration for administrative purposes only, reduced the number of employees from six to two and transferred the others to other divisions within the Department of Administration along with their duties.

**The Long Range Building Program was put on a cash basis following the Supreme Court's ruling on the unconstitutionality of bond issues.



EXTRADITION AND TRANSPORTATION OF PRISONERS

SERVICES PROVIDED. Examination, approving and processing of claims for extradition or transportation of prisoners.

OBJECTIVES. In future years, the Board hopes to clarify to law enforcement officers and county attorneys correct extradition procedures so that claims may be processed in a minimum of time.

ACHIEVEMENTS. During the fiscal year 1971-72, the Board of Examiners approved and processed 244 travel claims submitted by county sheriffs and other agents of the law amounting to \$31,959.46. These claims were for the transportation expense incurred while either taking a prisoner to the State Prison at Deer Lodge or returning a fugitive to Montana from another state after approved extradition. During the fiscal year, letters were mailed to each county sheriff and county attorney clarifying allowable expense on extraditions and prisoner transportation to further expediate the processing of claims.

COST SUMMARY. The following data is presented in summary form. Additional supporting data is available upon request.

<u>PERFORMANCE INDICATORS:</u>	<u>FISCAL YEARS</u>		
	<u>1969-70</u>	<u>1970-71</u>	<u>1971-72</u>
			<u>Trend</u>
COST	\$ 28,564.00	\$ 31,005.34	\$ 31,959.46
CLAIMS PROCESSED (Quantity)	274	250	244

INTERIM PROJECTS PROGRAM

SERVICES PROVIDED. Examination, approving and processing of claims for repair and maintenance of senate roll-call and sound equipment.

OBJECTIVES. Comply with Legislative Mandate concerning this program.

ACHIEVEMENTS. This sub-program provides for the payment of claims submitted for contracted services specified by the title of the program. These services specified by the title of the program. These services amounted to \$7,500. during the past fiscal year.

DISTRICT JUDGES

SERVICES PROVIDED. Examining, approving and processing of claims for District Judges travel.

OBJECTIVES. The primary objective is the continual updating of processing and auditing techniques to increase efficiency in processing claims.

ACHIEVEMENTS. In addition to the four programs, the Board approved and processed claims, maintained the records and also approved and processed travel claims submitted by the District Judges of the State of Montana. During the past fiscal year 265 claims were processed amounting to \$41,136.77.

PROGRAM

	<u>Fiscal Year Costs</u>		<u>Increase or</u>
	<u>1971-72</u>	<u>1970-71</u>	<u>(Decrease)</u>
Examination and Review	\$ 28,464.00	\$ 57,483.00	(-29,019.00)
Extradition of Prisoners	\$ 31,959.00	\$ 31,006.00	953.00
Fire & Casualty Insurance	- 0 -	\$373,236.00	(-373,236.00)

INTERIM PROJECTS

Repair & Maintenance of House and Senate Roll-Call Equipment	\$ 7,500.00	\$ 10,500.00	(- 3,000.00)
Constitution Revision Commission	-0-	\$ 30,675.00	(- 30,675.00)
Contracted Services for Montana Veterans	-0-	\$ 6,000.00	(- 6,000.00)
District Judges Travel	<u>\$ 41,137.00</u>	<u>\$ 45,579.00</u>	<u>(- 4,442.00)</u>
TOTAL	\$109,060.00	\$554,479.00	(-445,419.00)

1. Program transferred to other agency.
2. House of Representatives purchased new equipment covered by warranty.
3. Program discontinued.

<u>PROGRAM</u>	<u>1971-72 FY Total</u>	<u>Personal Services</u>	<u>Operating Expenses</u>
Examination and Review	\$ 28,464.45	\$ 25,406.77	\$ 3,057.68
Extradition and Transportation of Prisoners	\$ 31,959.00		\$ 31,959.00
Interim Projects:			
Repair and Maintenance of House and Senate Roll-Call Equipment.	\$ 7,500.00		\$ 7,500.00
District Judges Travel	<u>\$ 41,137.00</u>	<u> </u>	<u>\$ 41,137.00</u>
TOTAL	\$109,060.00	\$ 25,406.77	\$ 83,653.68

SOURCE OF FUNDING

General Fund	\$109,060.00
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